

MANSFIELD TOWNSHIP COMMITTEE MEETING

November 8, 2017

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star Gazette and Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mrs. Mora Dillon made a motion to remove the resolution for censure and request that it be summarized and made a motion to approve the minutes from the regular meeting held on October 25, 2017 with changes requested, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

Mr. Hayes made a motion to approve the minutes from Executive Session from October 25, 2017, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

BILL LIST

Mr. Hayes made a motion to approve the bill list with addendum, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

CLERKS REPORT:

Mr. Hayes made a motion to approve the RFP's going out for the Professional Services, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None
Absent: Mrs. Kocher, Mr. Misertino
Abstain: None

The Township Committee agreed that the Reorganization meeting will be held on January 1, 2018 at 12:00 pm.

FINANCE REPORT:

Mrs. Mollineaux stated that she met with the Department heads to go over the process for the budget for 2018 and will be sending out the budget request paperwork to all of the other departments and budget numbers will be available in early January.

EMPLOYEES REPORTS:

Mrs. Fascenelli stated she attended a meeting November 1 with representatives from DEP regarding recycling. Several issues came up, since Drew Davis is retiring and at least 4 people are being hired to fill his role, two of which are currently touring NJ visiting recycling coordinators to understand local concerns. The main issue is e-waste. A law was passed several years ago where vendors are not supposed to charge to recycle TVs and computers since the manufacturers are supposed to put money aside, but more densely populated areas are receiving this money. Salvation Army in Hackettstown is currently the only one posting they accept TVs for free.

Mrs. Fascenelli also mentioned that our Electronics Recycling event is November 18 and our Tax sale will be online on November 29.

Mayor Watters offered his congratulations to the winners of the General Election, Joe Farino and Ron Hayes.

ENGINEERS REPORT:

Mr. DiSessa stated the Heiser and Watters Rd projects are out to bid and due back mid-December.

Mr. Hayes asked if the plans and specs are available electronically.

Mr. DiSessa indicated that we will accommodate anyone who wants them that way.

Mayor Watters inquired about the Mt. Bethel Rd paperwork.

Mr. DiSessa explained it was all submitted to the State so we wait for the grant award notification.

Mr. Hayes asked if Mr. DiSessa had gone to the salt shed to see the work Mr. Wood did.

Mr. DiSessa indicated he has seen pictures and it appears to be functioning well. It was suggested that the other suggestions discussed to divert the water around the shed be followed through on.

PUBLIC PORTION:

Mayor Watters opened public portion; seeing there was none, the public portion was closed.

RESOLUTION:

**RESOLUTION # 2017- 123
TO AUTHORIZE AND APPROVE SALARIES FOR AN EMPLOYEE**

WHEREAS, Ordinance Number 2016-13 established the salaries and wages for the employees of the Township of Mansfield, County of Warren,

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren that the following named employee shall be compensated for the year 2017, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Frank Pawloski	Machine Operator	\$ 40,000.00 effective 11/13/17
Frank Pawloski	Recycling Attendant	\$ 35.18/Hr. effective 11/13/17

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-123, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

RESOLUTION # 2017- 124
FOR TRANSFER OF FUNDS
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, there are insufficient funds in some of the 2017 budget line items; and

WHEREAS, N.J.S.A. 40A:4-58 permits the transfer of funds from accounts with a surplus to cover such demands,

NOW, THEREFORE BE IT RESOLVED, (not less than two-thirds of all members thereof affirmatively concurring) that the Chief Financial Officer of Mansfield Township, County of Warren, State of New Jersey, is hereby authorized to make the following transfers in accordance with the provision of this resolution:

CURRENT FUND

<u>Account:</u>	<u>From:</u>	<u>To:</u>
Environmental Committee O/E	\$ 7,000.00	
Mayor & Council O/E	\$ 1,066.86	
Public Employee Retirement System		\$ 19.25
Police & Firemen's Retirement System		\$ 3,047.61
Tax Assessment Administration O/E		\$ 5,000.00
TOTALS	\$8,066.86	\$8,066.86

Mr. Hayes made a motion to approve the passage of Resolution 2017-124, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters
 Nays: None
 Absent:: Mrs. Kocher, Mr. Misertino
 Abstain: None

RESOLUTION # 2017-125 LIEN REDEMPTION

TOWNSHIP OF MANSFIELD WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 8th day of November 2017, that payment is to be made to the certificate holder as noted:

Block	Lot	Address	Lienholder	Cert#	TOTAL REFUNDED
1803/7		200 Allen Rd	USBankCust BV002 Trst&Crdt 50 S 16 th St Suite 2050 Philadelphia, PA 19102	15-00015	\$ 32,506.84 Lien \$ 19,400.00 Premium

Mr. Hayes made a motion to approve the passage of Resolution 2017-125, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters
 Nays: None
 Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

**RESOLUTION # 2017-126
TO AUTHORIZE AND APPROVE SALARIES FOR AN EMPLOYEE**

WHEREAS, Ordinance Number 2016-13 established the salaries and wages for the employees of the Township of Mansfield, County of Warren,

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren that the following named employee shall be compensated for the year 2017, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Deborah Scott	Violations Clerk	\$12.00 / Hr. starting 11/20/17

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-126, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

RESOLUTION 2017-127

AUTHORIZING PURCHASING FROM WARREN COUNTY Co-Op #WC1733 FOR ROCK SALT FROM ATLANTIC SALT, Inc., 134 MIDDLE STREET, SUITE 210, LOWELL, MA 01852

WHEREAS, the Township of Mansfield wishes to purchase Rock salt under Warren County Co-Op ; and

WHEREAS, Warren County Co-Op Pricing System awarded a contract to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852; and

WHEREAS, the Chief Financial Officer has certified that funds are requested in the 2017 budget for \$ 33,000 and the line item appropriation to be charged is 7-01-26-291-0000-5210; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase these ice deterrent products through the Warren County Co-Op Pricing System.

NOW THEREFORE BE IT RESLOVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852 through December 31, 2017.

Mr. Hayes made a motion to approve the passage of Resolution 2017-127, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters
Nays: None
Absent: Mrs. Kocher, Mr. Misertino
Abstain: None

RESOLUTION 2017-128

AUTHORIZING PURCHASING FROM STATE OF NEW JERSEY CONTRACT #T0083-A80913 FOR AUTOMOTIVE GASOLINE FROM RACHLES MICHELE'S OIL CO. Inc., 116 KULLER ROAD, CLIFTON, NJ 07011

WHEREAS, the Township of Mansfield wishes to purchase Automotive Gas under State of New Jersey Contract; and

WHEREAS, State of New Jersey Contract Pricing System awarded a contract to Rachles Michele's Oil Co Inc., 116 Kuller Road, Clifton, NJ 07011; and

WHEREAS, the Chief Financial Officer has certified that funds are requested in the 2017 budget for \$ 30,000 and the line item appropriation to be charged is 7-01-31-430-0000-4710; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase Automotive gas through the State of New Jersey Contract Pricing System.

NOW THEREFORE BE IT RESLOVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Rachles Michele's Oil Co Inc., 116 Kuller Road, Clifton, NJ 07011 through December 31, 2017.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-128, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters
Nays: None
Absent: Mrs. Kocher, Mr. Misertino
Abstain: None

RESOLUTION 2017-129

AUTHORIZING PURCHASING FROM STATE OF NEW JERSEY CONTRACT #T1845-82769 FOR ULTRA LOW SULFUR DIESEL FROM RACHLES MICHELE'S OIL CO. Inc., 116 KULLER ROAD, CLIFTON, NJ 07011

WHEREAS, the Township of Mansfield wishes to purchase Ultra Low Sulfur Diesel under State of New Jersey Contract; and

WHEREAS, State of New Jersey Contract Pricing System awarded a contract to Rachles Michele's Oil Co Inc., 116 Kuller Road, Clifton, NJ 07011; and

WHEREAS, the Chief Financial Officer has certified that funds are requested in the 2017 budget for \$ 22,000 and the line item appropriation to be charged is 7-01-31-430-0000-4870; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase Ultra Low Sulfur Diesel through the State of New Jersey Contract Pricing System.

NOW THEREFORE BE IT RESLOVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Rachles Michele's Oil Co Inc., 116 Kuller Road, Clifton, NJ 07011 through December 31, 2017.

Mr. Hayes made a motion to approve the passage of Resolution 2017-129, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

RESOLUTION 2017-130

AUTHORIZING PURCHASING FROM STATE OF NEW JERSEY CONTRACT #T0077-81398 FOR HEATING FUEL OIL FROM RACHLES MICHELE'S OIL CO. Inc., 116 KULLER ROAD, CLIFTON, NJ 07011

WHEREAS, the Township of Mansfield wishes to purchase Heating Fuel Oil under State of New Jersey Contract; and

WHEREAS, State of New Jersey Contract Pricing System awarded a contract to Rachles Michele's Oil Co Inc., 116 Kuller Road, Clifton, NJ 07011; and

WHEREAS, the Chief Financial Officer has certified that funds are requested in the 2017 budget for \$ 10,000 and the line item appropriation to be charged is 7-01-31-430-0000-4410; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase Heating Fuel Oil through the State of New Jersey Contract Pricing System.

NOW THEREFORE BE IT RESLOVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Rachles Michele's Oil Co Inc., 116 Kuller Road, Clifton, NJ 07011 through December 31, 2017.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-130, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

2017-131

A RESOLUTION OF THE *TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD*
AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED

FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

December 6, 2017

WHEREAS, the *Township of Mansfield* has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the *Township of Mansfield* intends to utilize the online auction services of *GovDeals* located at www.govdeals.com; and

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services' Local Finance Notice 2008-9,

NOW, THEREFORE, BE IT RESOLVED by the *Township of Mansfield* Committee of the *Township of Mansfield* in the County of Warren, State of New Jersey, that the *Township of Mansfield* is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website entitled www.govdeals.com/mansfieldtownship; and be it further

RESOLVED, that the terms and conditions of the agreement entered into between *GovDeals* and the *Township of Mansfield* are available at www.govdeals.com and in the *Township of Mansfield*, *Warren County* Clerk's office; and be it further

RESOLVED, that a certified copy of the within Resolution be forwarded by the *Township of Mansfield* Clerk to the following:

Schedule A

2011	Ford Crown Victoria	VIN#	2FABP7BV4BX169874
2014	Dodge Charger	VIN #	2C3CDXAG7EH132413
1978	Elgin Sweeper		

Mr. Hayes made a motion to approve the passage of Resolution 2017-131, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY

RESOLUTION # 2017-132

TITLE: INSERTION OF SPECIAL ITEM OF REVENUE PURSUANT TO N.J.S.A. 40A:4-87, CHAPTER 159

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for an equal amount; and

WHEREAS, the Township of Mansfield received \$ 5,500.00 for a Drive Sober or Get Pulled Over Statewide Labor Day Crackdown and wishes to amend its 2017 budget to include a portion of this amount as a revenue

NOW, THERE, BE IT RESOLVED that the Township of Mansfield hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$ 5,500.00 that is now available as revenue from:

Miscellaneous Revenues
Special Items of General Revenue Anticipated with Prior Written Consent
Of the Director of Local Government Services:
Public and Private Revenues Offset with Appropriations:
Drive Sober or Get Pulled Over Statewide Labor Day Crackdown

BE IT FURTHER RESOLVED, that a like sum of \$ 5,500.00 be and the same is hereby appropriated under the caption of:

General Appropriations
Operations – Excluded from caps Public and Private Programs
Offset by Revenues:
Drive Sober or Get Pulled Over Statewide Labor Day Crackdown

BE IT FURTHER RESOLVED, that the Municipal Clerk forward two copies of this resolution to the Director of Local Government Services.

Mr. Hayes made a motion to approve the passage of Resolution 2017-132, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters
Nays: None
Absent: Mrs. Kocher, Mr. Misertino
Abstain: None

RESOLUTION 2017-133

APPOINTMENTS TO CERTAIN MUNICIPAL OFFICES AND
POSITIONS FOR THE YEAR 2018:

BE IT RESOLVED, that the following persons be and each is hereby appointed commencing January 1, 2018 to the following respective municipal offices and/or positions of the Township of Mansfield:

Police Officer	Eleanor Russell	\$ 52,144 per annum
Police Officer	Matthew Kelly	\$ 52,144 per annum

Mr. Hayes made a motion to approve the passage of Resolution 2017-133, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters
Nays: None
Absent: Mrs. Kocher, Mr. Misertino
Abstain: None

RESOLUTION 2017-134

A RESOLUTION TO AUTHORIZE THE DEPARTMENT OF PUBLIC WORKS SUPERVISOR TO BID ON CALCIUM
TANK ON AUCTION SITE

WHEREAS, the Township of Mansfield (the "Township") is in need of a Calcium Storage Tank ("tank") and there are a number that are available through the auction site; and

WHEREAS, the Township desires to authorize a representative to bid at the site on the purchase of the sweeper; and

WHEREAS, the Township believes that it is in the best interest of its citizenry and the public at large to authorize the Township's bid at public auction to purchase the sweeper.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Mansfield, County of Warren, that the Township Committee hereby designates and authorizes Patrick Wood, CPWM, to serve as the Township's official representative on the auction site for purchase of a street sweeper in an amount not to exceed \$3,000 all inclusive.

Mr. Hayes made a motion to approve the passage of Resolution 2017-134, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters
Nays: None
Absent: Mrs. Kocher, Mr. Misertino
Abstain: None

Mr. Lavery, Esq stated that the Committee will be going into Executive Session to discuss a contractual matter dealing with the generator, a personnel matter dealing with police personnel, and a shared service agreement dealing

with Planning and Zoning Secretary.

Mr. Hayes made a motion to enter into Executive Session at 7:51pm, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

EXECUTIVE SESSION:

Mr. Hayes made a motion to return to regular session at 8:38pm, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

Mr. Lavery, Esq. stated that during Executive Session the Committee discussed a personnel matter dealing with police, a contractual matter dealing with the generator bid, a contractual matter dealing with a shared service agreement for Planning and Zoning Secretary, and a contractual matter dealing with the DPW garage, copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Mr. Hayes made a motion to reject the generator bids and go out to re-bid, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

Mrs. Mora Dillon made a motion to authorize the execution of a Shared Service agreement with Washington Twp for Planning and Zoning Secretary, which was seconded by Mr. Hayes.

ORDINANCE:

1st Reading:

ORDINANCE # 2017-16

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARIES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANSFIELD AND THE METHOD OF PAYMENT OF SUCH SALARIES AND

BE IT ORDAINED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

SECTION 1, The salaries per annum of rate of compensation for the following officer and employee of the Township of Mansfield is determined to be as follows:

RANGE

Police Chief	\$ 90,000.00	\$ 125,000.00
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Mr. Hayes made a motion to approve the passage of Ordinance 2017-16, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mrs. Kocher, Mr. Misertino

Abstain: None

COMMITTEE PERSON COMMENTS:

Mayor Watters spoke to the Township Committee members in reference to the Warren County CLAP program going to the Mt. Bethel Church to clean up the brush.

Mayor Watters asked Mr. Wood about the traffic study meeting that was held in Warren County and asked if he had asked about the Route 57 and Watters Road intersection.

Mr. Wood stated that the discussion was centered around the truck traffic and they were going through the township concerns.

Mr. Hayes thanked everyone for going out and voting for himself and Joe.

Mrs. Mora Dillon asked Mr. Wood to get prices to repair the Rec building.

Mr. Wood provided an update on the lighting upgrades.

Mr. Hayes made a motion to Adjourn at 8:46pm.